

**Minutes**  
**Volunteer Program Advisory**  
**Board**  
**January 27, 2020**  
**6:30 p.m.-8:30 p.m.**  
**YouthCenter**  
**16 Park Rd.**

*Mission Statement: "To foster goodwill and community spirit in Fairfax through volunteer activities "*

Members in attendance: Geo Taylor, Marcia Custer, Veronica Geretz, Woolf Barnato, Jesse Hoffman, Chance Cutrano. Staff in attendance: Maria Baird, Recreation & Community Services Manager.

The meeting was called to order at 6:30 p.m. The minutes of the December 16 meeting were approved with the following changes: The donation bin brought in \$134 at the holiday event, not \$108.

**1) Reports**

- **Chair** –Geo announced in February he would like to hold the incubator meeting at 5:30 p.m., prior to the regular Board meeting. He suggested that Board members invite friends who have new projects they would like to see supported. The incubator meeting will be promoted via the newsletter.
- **Treasurer-** Marcia reported the Volunteer's remaining Town allocated funds is \$1,538, and the checking account balance is \$5,564.80; bringing the overall total to \$7,102.80.
- **Coordinator-** Maria reported she received a bill from the Fairfax Community Church for 6 months of rental space for the food pantry activities.
- **Discussion** –Woolf announced that St. Rita's Thrift Shop was in need of volunteers, and asked if the Board could promote this.

**2) New Business**

**a) Volunteer event website-**

-Georgia announced she researched options, and discovered a website entitled [www.timecounts.com](http://www.timecounts.com) that could serve the needs of sign up options for events. She sent out the information to all Board members and requested they sign up for pseudo events she created. The Board all agreed that this website was aesthetically pleasing, easy to navigate, and had all the features needed by the Board. The cost is \$40 per month. It will be paid for by the Volunteer's Town's allocated funds. There will be a link from the Town's website to this website. Camille will enter the event specific data that is provided by Geo & Maria. The website allows for 8 administrators. Groups

such as Sustainable Fairfax that use the current [www.eventsvolunter.com](http://www.eventsvolunter.com) website will be authorized to use the new website to promote their events. Georgia also noted that the timecounts.com website has excellent customer support service, and no ads. Marcia inquired whether the new website had a way to measure volunteers over the years; Chance replied yes. **ACTION ITEM: The Board voted to implement the new timecounts.com website.**

**b) Election of Officers** –Marcia brought up the issue that new Board members should be apprentices so they can be trained in the duties of the Chair, Vice-Chair, and Treasurer, in case there is a need for them to serve in those roles in the future. **ACTION ITEM: Veronica made a motion to nominate Geo for chair for 2020, Chance seconded; all members voted in favor. Woolf made a motion to nominate Marcia for Treasurer, Chance seconded; all members voted in favor. Georgia made a motion to nominate Jesse for Vice-Chair; Chance seconded; all members voted in favor.**

**c) Highlight of Volunteer Board in 2019-** Maria announced she has put together a list of projects of the Volunteer Board, auxiliary projects that the Volunteer Board supports, partnerships the Volunteer Board has with fellow organizations, and projects that benefit the Volunteer Board. Geo will be making a presentation to the Town Council on February 5<sup>th</sup> regarding the accomplishments of the Volunteer Board in 2019.

**d) Give Back Tuesday at Iron Springs-** this event is scheduled for February 18<sup>th</sup> from 5-9 p.m. Iron Springs will donate 20% of their proceeds from the evening to the Volunteer Board. Geo thought this would be a good opportunity for the various Boards & Commissions of the Town to interact and exchange information. Maria has invited the following groups: Town Council, Town Hall staff, Planning Commission, Parks & Recreation Commission, Open Space Committee, Climate Action Committee, and the Tree Committee. The groups have been encouraged to bring their literature and share it with others. So far, Maria has confirmation from Jody Timms that she would like to provide Age Friendly literature. Michael Ardito of Open Space has indicated he cannot attend the event, but Chance will be representing Open Space.

**e) Goals & Objectives-** the group came up with the following dates for events in 2020: The goals & objectives will be discussed at the next meeting.

- Community Seder – Friday, April 10 5-9 Women’s Club
- Talent Showcase – Friday, May 29<sup>th</sup> 6-8 Women’s Club (The funds raised at the Talent Showcase will go to support Peri Park.
- Creek clean-up – Saturday, July 11<sup>th</sup> 10-1 p.m. Peri Park
- Town-wide picnic – Sunday, September 13<sup>th</sup> 12 noon- 5 p.m. Ball Field
- Holiday wreathmaking/caroling/potluck – Sunday, December 13<sup>th</sup> 2-5 p.m. Women’s Club

The meeting adjourned at 8:30 p.m.